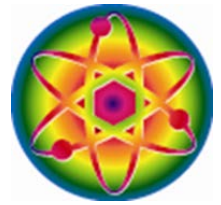


Chandler's Science Saturday Participation Form

City of Chandler | Economic Development | P.O. BOX 4008 | MS 416 | Chandler, AZ

Event Date: February 20, 2016

Participation Information Deadline: January 15, 2016



Contact Information

Name of Company/Organization:					
Street Address:					
City:		State:		ZIP Code:	
Contact Name:			E-Mail Address:		
Contact Phone:					

Exhibit Details

Please describe in detail:

--

Event

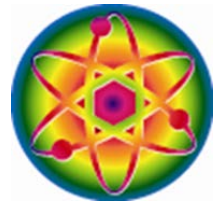
Space Needed:	Indoors	Outdoors	Will you have open flames in your exhibit?	Yes	No
If you will have open flames, please describe in detail:					
Will you have canopies or a tent?	Yes No	What are the dimensions of the canopies and/or space you will require for the event?	10 x 10 10 x 20 Other		
Do you need to be located next to another participant?	Yes No	If yes, who is the participant/company:			
*We will do our best to accommodate your request.					

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Electrical

Note: The City will **NOT** provide electrical cords at the event.

Will you have a Generator on site?	Yes No	Will you need a city supplied electrical outlet?	Yes No
Equipment needing electricity:	Voltage/Amperage:		# of Outlets:

Water

Note: The City will **NOT** provide hoses at the event.

Will you need a city supplied water hookup?	Yes No	# of water hookups:	
How will you use water in your booth?			

Special Event Tax Information

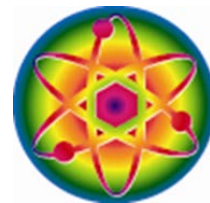
Business Name:	Contact Name:		
Address:			
Email:	Phone Number:		
Booth Type:	FB MS IO NP	Chandler Tax License No.:	
** All participants must indicate 'Booth Type' column: Food/Beverage Sales = FB, Merchandise Sales= MS, Information Display Only = IO, Nonprofit=NP ** Participants only having information at their booths also need to provide their Tax License. Information booth will indicate, "no license needed "(NLN) under Chandler Tax license column, unless the business is physically located in Chandler.			
Is Business located in Chandler?	Yes No	Taxable Gross Revenue in Chandler is more than \$5,000 per calendar year:	Yes No

Chandler's Science Saturday Participation Form

City of Chandler | Economic Development | P.O. BOX 4008 | MS 416 | Chandler, AZ

Event Date: February 20, 2016

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Additional Event Information

Event Day

Event Date: Saturday, February 20, 2016

Event Time: 10:00 a.m. – 4:00 p.m.

Exhibitor Move-In Schedule

Set up Time:
8:00 a.m. – 9:30 a.m.

Dedicated space for unloading your vehicle will be open from **8:00 a.m. to 8:45 a.m.** Please unload your vehicle as soon as possible and remove it from the unloading area in a timely manner. Booth setup can continue until 9:30 a.m.

All vehicles must be removed by 8:45 a.m.

Exhibitor Move-Out Schedule:

Tear Down Time:
4:00 p.m. to 5:00 p.m.

The exhibit space must be staffed at all times during the event hours, 10:00 a.m. – 4:00 p.m. All exhibitors must keep their displays up until 4:00 p.m.

Dedicated space for loading your vehicle will be available from 4:00 p.m. to 5:00 p.m. Please load your vehicle as soon as possible and remove it in a timely manner.

The event concludes at 4:00 p.m. All booths must be removed by 5:00 p.m.

Participants Responsibilities

Participants are responsible for the following items:

1. Extension cords
2. Water hoses
3. Table for their event
4. Chairs for their event
5. Canopy or tent
6. Set up and tear down of booth

This application is for event space only. Participants are responsible for providing their own equipment.

Food vendors will be at the event providing items for sale during the event.

If you have any questions or concerns, please contact: Odette Moore at 480-782-3038 or at Odette.moore@chandleraz.gov



**Chandler Science
Saturday**

Sponsored By

